

DOCUMENT NO. 1 - APPROVED IN

RESOLUTION NO. 1 ADOPTED ON OCTOBER 22, 1957

BY- LAWS

OF THE BOSTON REDEVELOPMENT AUTHORITY

ARTICLE I BOSTON REDEVELOPMENT AUTHORITY

Section 1 - Name. The name of the Authority shall be "Boston Redevelopment Authority".

Section 2 - Seal of Authority. The seal of the Authority shall consist of a flatfaced circular dye with the name of the Authority, the word "Massachusetts" and the year of its organization.

Section 3 - Office of the Authority. The office of the Authority shall be in Boston, in the Commonwealth of Massachusetts, at such place as the Authority may from time to time designate by vote of the Authority.

ARTICLE II - OFFICERS

Section 1 - Officers. The officers of the Authority shall be a Chairman, a Vice Chairman, a Treasurer, an Assistant Treasurer, and an Executive Director, who shall ex-officio be Secretary of the Authority.

Section 2. Chairman The Chairman shall preside at all meetings of the Authority. Except as otherwise authorized by vote of the Authority, the Chairman shall sign all contracts, deeds, leases and other instruments entered into by the Authority. At each meeting, the Chairman shall submit such recommendations and information as he may consider proper concerning the business, affairs and policies of the Authority.

Section 3 - Vice Chairman The Vice Chairman shall perform the duties of the Chairman in the absence or incapacity of the Chairman, and in case of the resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the Authority shall appoint a new Chairman.

Section 4 - Treasurer The Treasurer shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may by vote designate. The Treasurer shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by votes of the Authority, all such orders and checks shall be countersigned by the Chairman. The Treasurer shall keep regular books of accounts showing receipts and expenditures, in accordance with the provisions of Section 26U of the Housing Authority Law of the Commonwealth of Massachusetts, and shall render to the Authority, at each regular meeting (or oftener when requested) an account of his transactions and also of the financial condition of the Authority. He shall give such bond for the faithful performance of his duties as the Authority may determine.

The Assistant Treasurer shall have the power and perform the duties of the Treasurer in the absence or incapacity of the Treasurer. He shall give such bond for the faithful performance of his duties as the Authority may determine.

The compensation of the Treasurer shall be determined by the Authority, provided, however, that if the Treasurer is a member of the Authority, he shall serve without compensation (other than the payment of necessary expenses). (See Amendment No. 4)

The compensation of the Assistant Treasurer shall be determined by the Authority, provided, however, that if the Assistant Treasurer is a member of the Authority, he shall serve without compensation (other than the payment of necessary expenses). (See Amendment No. 4)

Section 5 - Secretary. The Secretary shall keep the records of the Authority, shall act as clerk of the meetings of the Authority and record all votes, and shall keep a record of the minutes of meetings of the Authority in a record book to be kept for such purposes, and shall perform all duties incident to his office. He shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Authority. (see Amendment No. 3)

In the absence of the Secretary at any meeting, a temporary Secretary shall be chosen who shall record the proceedings of such meeting in the record book.

Section 5A - Assistant Secretary The Assistant Secretary shall have the power and shall perform the duties of the Secretary, in the absence or incapacity of the Secretary, provided that he shall not act as clerk of any meeting of the Authority unless chosen as temporary Secretary in accordance with Section 5 of these By-Laws. (see Amendment No. 3)

Section 6 - Additional Duties The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority, or the by-laws, or rules and regulations of the Authority.

Section 7 - Election or Appointment The Chairman and Vice Chairman shall be elected at the annual meeting of the Authority from among the members of the Authority, and shall hold office for one year and/or until their successors are elected and qualified.

The Treasurer and Assistant Treasurer shall be appointed by the Authority for such term as it shall determine, but not to exceed the term of one year.

Section 8 - Vacancies Upon a vacancy in the office of Chairman or Vice Chairman, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. Upon a vacancy in the office of Treasurer or Assistant Treasurer, the Authority shall appoint a successor for such term as it shall determine, but not to exceed the term of one year.

Section 9. Additional Personnel The Authority may from time to time employ such personnel as it deems necessary to exercise its powers and perform its duties as set forth in the Housing Authority Law of the Commonwealth of Massachusetts, as amended, and all other provisions of law of the Commonwealth of Massachusetts applicable thereto. The selection and compensation of such personnel (including the Treasurer and Assistant Treasurer) shall be determined by the Authority subject to the laws of the Commonwealth of Massachusetts.

### ARTICLE III - STAFF

Section 1. Executive Director The Authority shall appoint an Executive Director who shall have general supervision over the administration of the business and affairs of the Authority and who shall be charged with the direction of

all projects and developments of the Authority, subject to the direction of the Authority. He shall, at the direction of, and with the approval of the Authority, employ necessary personnel and shall keep adequate records pertaining to all persons so employed. (see Amendment No. 1)

#### ARTICLE IV - MEETINGS

**Section 1 - Annual Meeting** The annual meeting of the Authority shall be held at the regular meeting place of the Authority on the ~~4th Wednesday of February~~. If the annual meeting is omitted on the day herein provided therefor, a special meeting may be held in place thereof and any business transacted or elections held at such meeting shall have the same effect as if transacted or held at the annual meeting. The annual report of the Authority shall be considered and adopted at the annual meeting. (see Amendment No. 2 and Amendment No. 5)

**Section 2 - Regular Meetings** Regular meetings may be held without notice at such time and place as may from time to time be determined by vote of the Authority.

**Section 3 - Special Meetings** The Chairman of the Authority may, when he deems it expedient, and shall, upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the notice. The notice for a special meeting may be delivered to each member of the Authority or may be mailed to the business or home address of each member of the Authority at least two days prior to the date of such special meeting. At such special meeting no business shall be considered other than as designated in the notice, but if all of the members of the Authority are present at a special meeting any and all business may be transacted at such meeting. No notice of the time, place or purpose of a special meeting of the Authority shall be necessary if every member of the Authority waives such notice.

**Section 4 - Quorum.** At all meetings of the Authority a majority of the members of the Authority shall constitute a quorum for the purpose of transacting business; provided, that a smaller number may meet and adjourn to some other time or until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of the majority of the members present.

**Section 5 - Order of Business** At the regular meetings of the Authority the following shall be the order of business:

1. Roll Call
2. Reading and approval of the minutes of the previous meeting
3. Communications
4. Bills
5. Report of the Treasurer
6. Reports of Committee
7. Unfinished business
8. Recommendations of the Chairman
9. New business
10. Adjournment

ARTICLE V - AMENDMENTS

Section 1 - Amendments to By-Laws. The by-laws of the Authority shall be amended only with the approval of a majority of the Authority at a regular or a special meeting, but no such amendment shall be adopted unless at least seven days' notice thereof has been previously given to all of the members of the Authority.

AMENDMENT NO. 1

TO THE BY LAWS OF THE BOSTON REDEVELOPMENT AUTHORITY

Adopted at meeting of 7/16/58

Article III, Section 1 of the By Laws is hereby amended by adding the following sentence:

"The Executive Director may sign all requisitions, forms, applications, and other transmittals to the Housing & Home Finance Agency and other public agencies in connection with the planning and execution of renewal projects."

AMENDMENT NO. 2

TO THE BY LAWS OF THE BOSTON REDEVELOPMENT AUTHORITY

Adopted at meetings of 2/ 4/59  
and 2/11/59

The By Laws of the Boston Redevelopment Authority are hereby  
amended by the adoption of the following vote:

VOTED: that the By Laws be amended to authorize the adoption of  
the Annual Report at any regular or special meeting held during the month of  
January.

AMENDMENT NO. 3

TO THE BY LAWS OF THE BOSTON REDEVELOPMENT AUTHORITY

Adopted at Meetings of 5/13/65  
and 5/20/65

The By Laws of the Boston Redevelopment Authority are hereby amended by the adoption of the following vote:

\* VOTED: to amend the By-Laws by deleting Section 5 - Secretary and Section 5A - Assistant Secretary and inserting in place thereof the following:

Section 5 - Secretary. The Secretary shall keep the records of the Authority; shall act as clerk of the meetings of the Authority and record all votes, and shall keep a record of the minutes of meetings of the Authority in a meeting book to be kept for such purposes and shall perform all duties incident to his office. He shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

In the absence of the Secretary or the Assistant Secretary at any meeting, a temporary Secretary shall be chosen who shall record the proceedings of such meeting in the record book.

Section 5A - Assistant Secretary. The Assistant Secretary shall have the power and shall perform the duties of the Secretary, in the absence or incapacity of the Secretary. At the discretion of the Secretary and with his approval, the Assistant Secretary is authorized to act as clerk of any meeting of the Authority and to record the proceedings of any such meeting.

AMENDMENT NO. 4

TO THE BY LAWS OF THE BOSTON REDEVELOPMENT AUTHORITY

Adopted at Meeting of 6/8/73

On motion duly made and seconded, it was

VOTED: To amend the By Laws of the Authority by striking out the third and fourth paragraphs of Section 4 and inserting in place thereof the following:

"The compensation of the Treasurer and the Assistant Treasurer shall be determined by the Authority."

Mr. Colbert voted 'present'.

AMENDMENT NO. 5

TO THE BY LAWS OF THE BOSTON REDEVELOPMENT AUTHORITY

Adopted at Meeting of 2/28/74

On motion duly made and seconded, it was unanimously

VOTED: to amend the By Laws of the Boston Redevelopment Authority, Article IV, Section 1, by changing the date of the Annual Meeting to the 4th Thursday in February.